

Parking

1. Each precinct needs to have at least one accessible parking space for people with disabilities. If a facility does not have permanent accessible parking spaces, you will need to designate at least one accessible space per precinct with proper signage.
2. The parking space should be located as near as possible to the entrance to the polls.
3. Each parking space must be at least 8 feet wide with an adjacent access aisle of 8 feet for wheelchair unloading.
4. Parking spaces must be on level ground, and on asphalt or pavement – free of loose gravel.
5. There must also be a level passenger drop off zone at least 4 feet wide by 20 feet long close to the path of travel.

Walkways or pathways to the building

1. At least one accessible walkway is required – if the route is not obvious, signs must be placed along the route to direct voters.
2. Walkways must not have unramped steps. The pitch of any slope or ramp may not be more than a 1 inch rise in 12 feet.
3. The surface of walkways should be firm and stable – no loose gravel.
4. Walkways and sidewalks must be at least 3 feet wide to accommodate wheelchairs.

Ramps and Elevators

1. Ramps and elevators should be avoided if at all possible.
2. When a ramp has a vertical rise of greater than 6 inches, railings are required.
3. If it is necessary to use an elevator in a polling place, it must meet requirements spelled out in the *American National Standards Safety Code*. (Call the Election Division for more details.)
4. Temporary ramps can be installed if there is a curb or step barrier of 30 inches or less.

Other Features

1. Each polling place must have one accessible entrance.
2. Doors should have a minimum clear space of 32 inches. This requires a 34-inch or wider door.
3. Doors should be operable without movement requiring a closed fist.
4. No rigid or hard objects should project in the path of travel.
5. Door thresholds should be no more than ½ inch.

Polling Place Accessibility in Indiana



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Our nation's strength lies in the ability of all citizens to participate in the electoral process. Election officials and polling place officers can play a special role in helping Hoosiers with disabilities exercise their voting rights.

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This brochure is intended to provide general information about polling place accessibility in Indiana. Where your legal rights are involved, do not rely only on this brochure.

Under federal and state laws, the polling place for each precinct must be located in an “accessible facility” for elderly voters and voters with disabilities. The polling place must meet detailed accessibility standards established under federal law.

The polling place must have facilities accessible to elderly voters and voters with disabilities in a way that provides these voters with the same opportunity for access, participation, privacy, and independence available to other voters. These include:

- Parking spaces marked and available for voters with disabilities as specified by state law.
- The path to the facility that an individual travels to reach the polls.
- The entrances to the facility.
- The paths of travel within the facility to the space where the voting systems are located.
- The space in the facility where the voting systems are located.

Selection of Polling Place

The county commissioners (and Mayor of Indianapolis) are responsible for designating “accessible facilities” as polling places for each precinct. (IC 3-11-8-3.1) If an accessible facility cannot be located within the precinct, the county may choose an accessible facility in a public building in an adjoining precinct in the same township, or if not, in an accessible facility within the same county. The county must publish a notice before each election, stating whether each polling place is accessible. If an accessible polling place cannot be located, the county must notify the Election Division. If the Co-Directors find that there are no accessible facilities available within the limits otherwise set by state law, the county must establish at least one special polling place in an accessible facility in the county.

Guide to Poll Workers: Citizens with Disabilities at the Polls

1. **Inspectors and judges are required by state law to attend a training and educational meeting before election day. Your county may require other poll workers to attend. The county’s training and educational meeting must include information about making polling places and voting systems accessible to disabled voters and elderly voters.**
2. **Be considerate of the extra time it might take for a person who is disabled or elderly to get things done.**
3. **Speak directly to the person who has a disability rather than to a companion who may be accompanying the voter.**
4. **Speak calmly, slowly and directly to a person with a hearing problem. If full understanding is doubtful, write a note to the person.**
5. **Before pushing someone in a wheelchair, ask if you may do so.**
6. **Greet a person who is visually impaired by letting the person know who and where you are. Provide a guiding device such as a ruler or a card for signing forms. When offering walking assistance, allow the person to take your arm and tell the person if you are approaching steps or an incline.**
7. **Be aware that dogs (or other service animals) that assist people with disabilities must be admitted to all buildings.**

8. **Be aware that federal law allows voters to be accompanied and receive assistance by another person in the voting booth, so long as that person is not the voter’s employer or union representative.**
9. **No one may be denied the right to vote because of any mental or physical limitation or disability.**
10. **If you are asked to suggest polling places for your precinct, suggest newer buildings since they are more likely to be accessible. If a polling place is not accessible, it may be possible to take temporary measures to make the polling place accessible on election day.**
11. **If you are asked to suggest polling places for your precinct, seek input from people with disabilities, or local organizations that provide services to people with disabilities.**
12. **Keep these accessibility guidelines in mind. Bring this brochure with you to the polling place to have this information handy.**

Thank you for your assistance to all Hoosier voters!